NATIONAL AERONAUTICS AND SPACE ADMINISTRATION **KENNEDY SPACE CENTER** **KENNEDY SPACE CENTER, FL 32899**	**DATA REQUIREMENT DESCRIPTION**	1. **RFP #:** ODIN 2. **DRD #:** ODIN-OSF-7 Page 1 of 1 Date: May 31, 2001

3. TITLE: Move, Add, Change (M/A/C)

SUBMITTAL REQUIREMENTS	
4. TYPE: REPORTS	**5. FREQUENCY OF SUBMISSION:** 10th business day of each month
6. DISTRIBUTION: Complete sets to DOCO and DOCOTR/TMR	**7. INITIAL SUBMISSION:** 10th business day of January 2002

8. REMARKS: The Contractor shall track and report the quantity of M/A/C performed.

DATA REQUIREMENT DESCRIPTION	
9. USE: Provides NASA with the quantity of M/A/C actions for user requested system hardware de-installation, move and re-installation of catalog hardware and software.	**10. REFERENCE:** E.3.1.8
	11. INTERRELATIONSHIP:

12. PREPARATION INFORMATION:

(1) The contractor shall report the number of M/A/C during the month for each OSF Delivery Order.
(2) This data shall be provided electronically and shall be reported by major organization by major seat type, e.g. desktop, phone, etc.
(3) The Contractor shall include a complete listing of all M/A/C actions to support the number reported for the month.
(4) The report shall show the number of M/A/C performed during the month and the cumulative contract year-to-date totals.